City of Miami Beach The Americans With Disabilities Act (ADA)

ADA Transition Plan 2008

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Review Date: December 2009

LEGAL AUTHORITY

The ADA was passed by the U.S. Congress to provide a comprehensive mandate for the elimination of discrimination against individuals with disabilities and to provide standards which address such discrimination. This legislation offers civil rights protections to individuals with disabilities like those provided to individuals on the basis of race, sex, national origin, age, and religion. The ADA is composed of five titles as follows:

Title I	Employment
Title II	State and Local Government Services
Title III	Public Accommodations and Commercial Facilities
Title IV	Telecommunications
Title V	Miscellaneous Provisions

The Government Services provisions of the ADA, or Title II, have the greatest impact on the City. Title II applies the requirements of Section 504 of the Rehabilitation Act of 1973, plus some new requirements, to all state and local governments. In addition, as an employer and landlord, the City is also directly and indirectly affected by the provisions of Titles I and III of the ADA.

REQUIREMENTS AND HISTORY

Under Title II of the ADA, all cities, municipalities, and state offices were required to complete a Transition Plan by July 26, 1992. A self-evaluation to review all the services, policies, and practices offered by each of the City's departments, divisions, and instrumentalities to its own citizens and to others, was to be prepared by January 26, 1993. Concurrently, the City proceeded to develop the Transition Plan and the City of Miami Beach Self-Evaluation. The Self-Evaluation required a review of a significant number of factors related to the provision of accessible programs, activities, and services, as well as the removal of architectural barriers in City-owned facilities. It is the City of Miami Beach's intent to effect full compliance with the ADA.

CITY POLICY AND ANTI-DISCRIMINATION ORDINANCE

It has been a long-standing City policy to provide equal services and opportunities to all its citizens and employees in accordance with federal, state, and county guidelines with regards to race, religion, national origin, age, sex, or disability. The City of Miami Beach is proud to have passed the State of Florida's first human rights ordinance prohibiting discrimination -- including discrimination on the basis of sexual orientation -- and providing for penalties upon conviction of the ordinance.

ACCOMPLISHMENTS

 Disability Access Committee: Creation and establishment of the Disability Access Committee (DAC) The purpose of this committee is to review, formulate, and coordinate information, suggestions, proposals, and plans, and to address complaints from the general public to provide more conveniently accessible facilities, public buildings, streets, sidewalks, and programs for the persons with disabilities in the City.

- Building Department Accessibility Inspectors: The Building Department staff
 includes the position of Chief Accessibility Inspector to ensure that new construction,
 alterations, and changes of use comply with all applicable building construction
 accessibility laws (i.e. ADA Accessibility Guidelines, FAC, the Federal Fair Housing
 Act, etc.). The other Building Department inspectors have been cross-trained in these
 areas as well.
- Capital and Parks Projects: An inclusive attitude extends beyond the mind and into the "bricks and mortar" environment. In 1999, the City passed a \$92 million General Operating Bond, allowing it to undertake a phenomenal amount of capital improvement and parks projects designed to improve existing -- as well as create new – buildings and infrastructure, including curb ramps, which are ADA Title II compliant.
- Audible Pedestrian Signals: The Public Works Transportation Division and the City's ADA Office are working together to evaluate locations and install audible pedestrian signal at heavily-traveled intersections at various locations throughout the City. This is being done in conjunction with the installation of pedestrian signals with countdown mechanisms.
- Bus Stop Access: The Public Works Transportation Division and the City's ADA
 Office are working together to survey bus stop locations throughout the City and
 evaluate the degree of disability access at each location. Locations found to be
 deficient will be made compliant with necessary elements such as curb ramps at
 nearby intersections, accessible paths of travel to/from rights of way, and concrete
 pads that facilitate boarding/exiting for persons with mobility impairments.
- Real-Time Captioning: The City provides real-time closed captioning for its television broadcasts of City Commission (equivalent to a City Council) meetings, in both English and Spanish. The real-time captioning services have distinct advantages over American Sign Language (ASL) interpreters, including the ability to reach a much wider audience, particularly people who have lost hearing later in life and do not read or speak ASL. (ASL interpreters are provided upon request for attendees who need assistance in communicating when participating in a Commission meeting, or in any other City-sponsored proceeding or program.)
- Recreational Programming: The City's Parks and Recreation Department which
 has its own departmental ADA Coordinator offers numerous therapeutic programs for
 adults and children. Some programs, such as Special Olympics athlete training, are
 specifically for people with disabilities. Others, such as after school programs, have
 participants that are both disabled and non-disabled. Accessible transportation is
 provided free of charge for Miami Beach residents participating in therapeutic

programs. Parks and Recreation currently operates four community or youth centers and two public swimming pools. Both pools have lifts that allow wheelchair users to enter the pool easily and safely. A third pool is currently under construction and will be accessible upon completion. The Parks and Recreation Department's special populations' programs are detailed in the quarterly departmental guide, which is posted on the City's website.

- Enhanced Beach Access: The City has installed Mobi-Mat beach matting that allows wheelchair and gait aid users to cross the soft sand over the dune onto the more easily traversable hard pack. While we've had manual beach wheelchairs for public use for years now, in 2006 we updated our fleet with a motorized beach wheelchair that can be used independently, plus a three-wheel beach wheelchair that can be taken into the water. In 2008 both the Mobi-Mat and the motorized wheelchair programs were updated to include additional locations for the mats and replacement of the original motorized and manual wheelchairs.
- Accessible America Finalist: The City of Miami Beach was named as a finalist city in the National Organization on Disability's Accessible America contest in both 2003 and 2004.

ADA-Related Training:

- The Organizational Development Office offers ADA training, which is available to all City staff.
- Disability sensitivity is provided on a regular basis to all Police officers and all relevant Parks and Recreation employees.
- o TTY competency training is offered on an on-going basis to all pertinent employees whose departments are equipped with TTY phones.
- Customer service training specifically on disability accommodation for City employees who provide front-line customer service has been provided, as has orientation and mobility training for pertinent City staff to teach how blind people navigate and orient themselves.

GENERAL FACILITIES

Bass Museum (2121 Park Avenue) The Bass Museum has been made fully ADA compliant. The facility is accessible to persons with disabilities via its front and side entrances. Access features include Braille signage, doors, door hardware, elevators, and alarms. Restrooms are fully accessible.

City Hall (1700 Convention Center Drive): Accessibility is currently provided to the main building via accessible parking, walkways from parking areas and sidewalks to the

building, and ramps at the main entrances. Accessible restrooms, including unisex restrooms, are also provided.

- Building Department, Planning Department, and second floor common area restrooms: An extensive renovation was completed to expand the operation of the Building and Planning Departments and to make the Department more userfriendly and accessible. The project brought all areas of the Building and Planning Departments into full ADA compliance. During this renovation, the common area restrooms were also renovated to provide ADA compliant restrooms on the second floor.
- **Building Ramps:** The access ramp on the east side of the building was redesigned and constructed to meet ADA compliance.

Convention Center (1901 Convention Center Drive): Plans have been developed to renovate this facility and bring it into full compliance with ADA requirements. The current scope of work relating to ADA is as follows:

- Renovation of 26 public restrooms, two employee restrooms, and two unisex restrooms.
- Replacement of 362 doors and door hardware.
- Lowering three box office ticket windows.

Notice to Proceed was issued on 6/12/03. On 7/30/04, the contract was terminated for convenience. On 9/20/04, Notice to Proceed was issued to a second contractor to complete work not completed by the first contractor. First, Second, and Third Phases are substantially complete. Fourth Phase is being completed in 2008

42nd Street Parking Garage: The existing restrooms in this facility were renovated to provide for disability access and are now fully ADA compliant.

555 Building (555 17th Street): A remodel of the facility has been completed. Ramps to provide access have been installed. ADA accessible men's and women's restrooms have also been installed, as well as other ADA modifications. The City's Employees Credit Union has moved from this building, and a plan was developed and construction has been completed that moved the functions of Code Compliance, Children's Affairs, and Homeless Coordination into the facility. This plan also included the installation of new ADA compliant restrooms in the renovated space. An additional plan was also developed to move the Office of Neighborhood Services into the remaining vacant space in this facility. The construction of this portion of the facility, including all required ADA compliance issues, has also been completed.

777 Building (777 17th Street):

- Miami Beach Credit Union: New offices have been constructed for the Miami Beach Credit Union in the 777 Building. These new offices have been constructed to include full ADA compliance, including the installation of an additional ADA-compliant restroom in the facility.
- Capital Improvement Program Offices (CIP): New offices for the Capital Improvement Program Department have been constructed on the second floor of the 777 Building. The new offices have been constructed to full ADA compliance.
- **Elevator upgrades**: Both passenger elevators in the building have undergone extensive renovations in 2004 to bring both elevators into ADA compliance.

Log Cabin Garden Center (8128 Collins Avenue): Restrooms are ADA compliant. An architect has been selected to develop a master plan to bring the entire facility and grounds into ADA compliance.

Marine Patrol Headquarters (18th Street & Purdy Avenue): Restroom access is provided in the adjacent park. There is no access to 2nd floor office, and no programs are provided to the general public at this locale.

Mechanical Maintenance Office (140 MacArthur Causeway): There is no access to 2nd floor office. A phone and instructive signage have been installed on the first floor for disabled persons who wish to speak with Sanitation staff in person at this location.

Miami Beach Botanical Gardens (2000 Convention Center Drive): There is a capital improvement project for this facility, which is in the planning phase, and will involve renovations to the building, including restroom renovations, new doors, and new site furnishings. The project consultant has held two design workshops on the project and a third was held Fall 2004. Design and Construction completion dates are as of yet undetermined.

Historic City Hall (1130 Washington Avenue): Accessibility is currently provided to the building via accessible parking, a walkway from the parking garage and sidewalks to the building, and a ramp at the main entrance. Accessible restrooms, public and unisex, are also provided. Various modifications to increase access to the building were carried out between November 2001 and September 2002. These modifications included:

- Installing signage which provides notice of location of accessible building entrance.
- Renovating/repositioning features and furnishings in public restrooms.
- Reconfiguring an entrance to a tenant space.
- Installation of ADA-compliant door hardware.

- Installation of cane barriers on protruding objects.
- Installation of ADA-compliant drinking fountains.
- Remounting strobe lights.
- Accommodating customers with disabilities at service counters via procedures and removal of obstacles from paths of travel and approach.

A major renovation project, which includes the replacement of windows, exterior historic renovations, as well as interior up-grades and repairs was completed in 2008. These renovations will maintain and upgrade ADA accessibility issues in the building.

Property Management Office and Yard (1245 Michigan Avenue): This property consists of several one level structures. The project has been combined with the Flamingo Park Improvement Project. Concept plans need to be re-visited to create an updated, revised plan, with construction drawings to follow. The City is searching for a possible site to relocate the facility. At this time, no work is being performed on this portion of the project. Once a site is identified, a new consultant will be retained to design a fully ADA compliant facility. Timelines have yet to be established.

Public Works Yard (151 Dade Boulevard): Currently, access to main office can be gained from warehouse ramp to the south of the building. Funding has been included in the General Obligation Bond for upgrades to this facility, which include paving, parking, and general disability access features. This project is in the planning stages. However, due to the project's proximity to the Fire Station #2 project, work here must first wait until Fire Station #2 work is completed. Fire Station #2 is scheduled to be complete in 2006. The scope of the project is being re-evaluated and timelines are being reviewed. Estimated construction completion date is 2009.

BEACHES

Beach Access: \$225,000 of GO Bond money has been appropriated for an experimental beach access project. The product Mobi-Mat, a matting system originally developed for military use, is being tested at 10th Street and Ocean Drive behind the Ocean Patrol Headquarters. The matting provides access from the paved area, behind the building over the soft sand on the dune, then to the edge of the hard pack sand east of the dune. Depending upon the results of the pilot location, the matting may be used in other beach locations. In addition to this project, in 2006 the ADA Office purchased two new beach wheelchairs. One is a battery powered chair that can be used independently and the other is a three-wheel chair that can be used on both the sand and in shallow water.

Ocean Patrol Headquarters (10th Street and Ocean Drive): Access modifications, completed in 2000, were previously made to Beach Patrol Headquarters, and included

accessible ramps and necessary handrails around the entire building. The modifications also provided access to the public restrooms on the exterior of the building, the main entrance to the auditorium, and also provided access to the gift shop. In addition, an access ramp was designed and built by Property Management to provide wheelchair access to the auditorium stage. However, this facility is also the subject of a capital project which is currently in design. The project's scope will entail renovating the beach patrol facility and plaza, as well as the renovation of the existing auditorium building. Design is expected to be completed by Summer 2007, with construction completion in 2009.

Public Beach Restrooms:

- 10th Street –These restrooms will be addressed in the course of the 10th Street facility's capital project.
- 14th Street As part of a CIP project that includes sidewalk improvements to Ocean Drive, Construction new, fully-ADA compliant restrooms were completed in 2005.
- 21st Street, 46th Street, 35th Street, and 64th Street The restroom at 21st Street has been demolished. Construction at this site has been delayed due to permitting issues regarding the Coastal Construction Line. Construction is now expected to start in September 2006 and be completed by Second Quarter 2007. The restroom at 46th Street is in the process of completion and is expected to be operational by First Quarter 2007. Construction at the 64th Street location is nearing completion, and is also expected to be operational by First Quarter 2007. The 35th Street restroom project will enter the permitting phase by December 2006, with construction projected to begin by summer 2007. All of the restrooms will be 100 percent ADA compliant upon completion.
- 72nd Street —There are currently no plans to renovate the restroom in the bandshell, nor the restroom attached to the community center. A Master Plan of North Beach is being developed and depending on the results this facility may be renovated or a new one constructed. No decisions have been made.

COMMUNITY, YOUTH, AND RECREATION CENTERS

North Shore Community Center/Hispanic Center/Bandshell (7251 Collins Avenue): On 9/6/06, the Commission passed a resolution to waive competitive bidding to execute a management and operation agreement between the City and Unidad of Miami Beach for the management, coordination, maintenance, and operation of the facility currently as a comprehensive senior center to be known as the Miami Beach Senior Center. The center will provide social services, employment services and training, counseling, health information, nutrition, and recreational and cultural activities for the senior community, as well as periodic cultural and other special event programming for the benefit of residents

and visitors. The agreement will have an initial term of 40 years, with four -10 year renewal options; provided that Unidad shall commit to manage, operate, and maintain the senior center and shall further commit to assist the City in the proposed capital improvements and renovation of the facility, which include 1) commitment of Unidad funds, in an amount not less than \$500,000; 2) proceed with the procurement of design services for the proposed improvements, in accordance with in accordance with plans and specifications to be approved and permitted by the City; and 3) based on the approved and permitted plans and specifications for the proposed improvements, carry out construction of the improvements. The band shell will be renovated with \$1.5 million in Miami-Dade County GO Bonds.

North Shore Park and Youth Center (501 72nd Street): The renovations to this facility included demolition of the existing tennis center and construction of a new ADA compliant facility, as well as ball field, tennis courts, shuffleboard courts, new restroom and locker rooms, gym renovations, new shelter, new bleachers, new playground equipment, and new site furnishings. The project was opened on 6/5/04. The project has been under TCO for over two years. Changes as recommended by the City of Miami Beach Building Department have been made to provide ADA compliant accessibility to all areas of the facility. The building accessibility final was approved on 2/6/06. The Certificate of Occupancy is in place.

Ronald W. Shane Watersports Center (Indian Creek Drive and 65th Street): The 4,200 square foot facility is equipped with locker rooms, offices, meeting rooms, a weight room, and bay space to store over 75 boats. The expansion project for this facility is in construction. Although owned by the City, the subject property is legally under the control of a private interest.

Scott Rakow Youth Center (2700 Sheridan Avenue): The Scott Rakow Youth Center has access features such as disability-accessible parking spaces and a unisex restroom. Phase I of the capital project consisted of a new ice rink, and renovations to existing restrooms and locker rooms. A Certificate of Occupancy was issued upon completion in 2004. Additional upgrades will be performed as Phase II, and will bring the existing facility into compliance with the ADA. The work will consist of renovations to the elevator, multipurpose room, additional restrooms, and interiors. The planning portion of the project is completed. A consultant has been retained for the design of Phase II. The agreement was be presented to the Commission at the 12/6/06 meeting. Construction will be done in phases in order to keep the facility operational. Final completion is expected in 2009.

South Shore Community Center (833 6th Street): \$1.2 million has been included in the General Obligation Bond for upgrades to this facility, including improved entrance accessibility. Construction on the second floor was completed in 2004. In 2005, Property Management a project to retrofit the entire first floor, restrooms, exterior ADA ramps, playground areas, and other exterior renovations. To ensure ADA compliances, all areas of the building will be evaluated for access, including the daycare center, accessible paths

of travel, replacement of windows, and new finishes for floor and walls will be included in the project. Projected retrofit completion date is scheduled for 2008.

The 21st Street Community Center (2100 Washington Avenue): The 21st Street Community Center has been retrofitted for access. Ramps were installed and bathrooms made accessible in 1998. Automatic door openers were installed in 2004.

GOLF COURSES

Miami Beach Golf Club (MBGC) (formerly Bayshore Golf Course) (2301 Alton Road): This golf course facility underwent extensive renovations to all elements, including the maintenance building, cart barn, rain shelters, and clubhouse, and will be fully ADA-compliant when finished. Access features include accessible course pathways, shelters, restrooms, practice tees, parking and an accessible path of travel from the parking spaces to the permanent structures. Certificate of Occupancy (CO) for the permanent clubhouse was issued in Summer 2006. The maintenance building and two golf course restroom facilities have been inspected and the CO for them was received. The ADA compliance issues cited earlier have been addressed.

Normandy Shores Golf Course, Club House, Maintenance Facility, and Restrooms (2401 Biarritz Drive) –The Normandy Golf Course facilities include two new ADA compliant field restrooms; the clubhouse portion includes the full renovation of the existing building, restrooms, kitchen, bar, reception area, offices, pro shop, new cart storage, and renovated maintenance facility. The project will be fully accessible and a new ramp will provide access to all buildings. Also included in the facility are accessible parking spaces, an accessible route from parking to the gold course facilities. A consultant and a construction manager have been procured. Design of the facilities is in progress and construction completion is expected in 2009.

Par Three Golf Course: A consultant for the City did a feasibility study of the course, and recommended that resources be focused on MBGC and Normandy golf courses, and that no renovations be done to this course. Currently, the Par Three is being maintained as a free to play short course practice facility. No renovations are planned at this time, nor has funding been obtained to fund any renovations.

THEATERS

Acorn Theater (2100 Washington Avenue): The theater was built with ramps and doors in compliance with ADA regulations. It also has ADA-compliant restrooms, path of travel, and drinking fountain.

Byron Carlyle Theater (500 71st Street): This facility has undergone extensive renovations to convert it from a movie theater into a cultural arts facility with performance space, offices for cultural arts organizations, and a sidewalk café. The renovations included comprehensive disability access modifications, including modifications to the

lobby, main theater areas, dressing rooms, and the installation of an ADA-compliant unisex restroom and assistive listening system. Although it was determined that the installation of an elevator was structurally impossible, a wheelchair lift was installed to permit ADA compliant access to the mezzanine level. The project received all final inspections and was opened to the public in June 2004.

Colony Theater (1040 Lincoln Road): The project is now complete and has been operating under a Temporary Certificate of Occupancy since February 2006. The Final CO will be obtained in Fall 2006. The Colony renovations have included upgraded ramps and handrails in the lobby area, accessible seating access to the formerly inaccessible stage by ramps, and upgrades to the existing assisted listening system, as well as a fully compliant elevator. Full ADA compliance has been achieved for these items. Some existing restrooms are partially compliant, and will be made fully compliant with future State grant monies. Construction on these improvements will begin by First Quarter 2007, with completion projected by Fourth Quarter 2007.

Jackie Gleason Theatre of the Performing Arts (TOPA) (1700 Washington Ave.): TOPA has been remodeled to include wider doors, an escalator, ramps to all levels, and wheelchair seating. \$3.5 million in further modifications are planned (this amount of funds is slated for both TOPA and Convention Center renovations.) The following work relating to ADA has been completed.

- Renovation of 20 restrooms and seven dressing rooms
- Refurbishment of patron lounge area
- Lowering of box office ticket window
- Reconstruction of ramp at rehearsal area
- Renovation of some existing bars
- Construction of new bars
- Construction of new concierge desk
- Construction of new merchandise desk
- Construction of miscellaneous railings

Work has been completed.

POLICE AND FIRE

Police Headquarters (1100 Washington Avenue): Accessibility is currently provided to the main building via accessible parking, walkways from parking areas and sidewalks to the building, and a ramp at the main entrance. Accessible restrooms are also provided. A series of modifications to increase access to the building were begun in November 2001, and were completed by November 30, 2002.

Fire Stations:

Fire Station No. 1 (1051 Jefferson Avenue): Fully accessible.

- Fire Station No. 2 (2300 Pine Tree Drive): The new water tanks and pump station constituting Phase I of the project have been completed. A new fire station building was completed in 2008. A project consisting of the full historic renovation of the existing fire station is underway
- Fire Station No. 3 (5503 Collins Avenue): Fully accessible.
- Fire Station No. 4 (6860 Collins Avenue): A new facility was designed to replace the old fire house. The new three-bay station with living quarters will provide full disability access in compliance with the latest building code and regulations. Demolition of the old facility was completed on 7/30/04. Construction of the new fire station facility was completed in 2006.
- North Beach Police Sub-Station (68th Street & Indian Creek Drive): Plans to build a new sub-station -- with ADA-compliant ramps, door widths, and accessible toilet facilities -- are currently on hold as this project remains unfunded at this time.

PUBLIC PARKS

Allison Park (East of Collins Avenue at 64th Street): Renovations to this park and parking area are in progress to establish this park as the southern gateway to the NBRC (see entry below for Atlantic Corridor Greenway Network Project.) Access elements include the construction of beach showers, and pathway connections from the parking lot east to the NBRC trail and dune crossover. Other renovations include improved lighting, landscaping, and irrigation. The project plans and specifications for all of the park improvements except the new restrooms have been completed. The final park design is in permit review. Anticipated construction start date is First Quarter 2007.

Altos Del Mar (7611 Collins Avenue) -- New park facilities will be constructed through funding from the Parks Bond, making this facility completely ADA compliant. The City has received transfer of title and receipt of deed. On 10/12/04, the Historic Preservation Board approved a certificate of appropriateness for complete demolition of the two existing houses located within the site. Demolition is completed. Planning is part of the North Beach Master Plan and design will not begin until the planning effort is completed. The City continues to explore options for the park which have not been finalized. Timelines have yet to be established.

Belle Isle Park (Island Avenue): This project has been combined with the overall Venetian Islands Right of Way Improvement Project which is divided into two sections: (1) Rivo Alto, Dilido, and San Marino Islands; and (2) Belle Isle and Belle Isle Park. The project is Completed. Upgrades consists primarily of walkway improvements that allow users to walk through the entire park as well as the planting of numerous shade trees to further make the park inviting for pedestrians and park users. All of the walkways will be ADA compliant. Drainage in the park will also be addressed and a bark park will be

created. Site furnishings will be very limited. Current construction completion date is projected for Winter 2007.

Brittany Bay Park (located on the creek side of Indian Creek Drive just before 65th Street): Renovations to this park included pedestrian improvements. This park is fully ADA-compliant.

Collins Park (Collins Avenue at 21st **Street):** Renovations and redesign planned for this park will be done on the west side of Collins Avenue as part of the Cultural Campus Master Plan and includes the east parking lot. Renovations will be done to the rotunda building to restore the exterior of the building, although no public space will be provided for within this building. Construction completion date is projected for Second Quarter 2008.

Crespi Park (7800 Crespi Boulevard): New park facilities have been constructed through funding from the Park Bond, including new restrooms and an addition to the existing pavilion, new playground equipment, new entry gate, and new site furnishings. An accessible picnic table has been installed under the pavilion. In the near future, an accessible path to the swing set will be constructed as per the terms of a lawsuit settlement.

Fairway Park (200 Fairway Drive): Funding has been included in the Parks Bond and the General Obligation Bond for upgrades to this facility which include: new recreation building and plaza, renovated parking area, and accessible paths. Construction is expected to commence in October 2006 with completion expected by Summer 2007.

Fisher Park (Alton Road and 50th Street): New park facilities have been constructed through funding from the Park Bond, including new playground equipment, new entry gate, and new site furnishings. Construction is 100 percent complete and this facility has been constructed to meet all ADA requirements.

Flamingo Park (11th Street and Jefferson Avenue): The project has been combined with the Property Management Yard Project. Concept plans need to be re-visited to create an updated, revised plan, with construction drawings to follow. A new phase D plan for the park is in the works. The administration will issue a request for proposals to retain a new consultant that will design the new facilities in phases starting with the tennis center and park restrooms. Other improvements will include lighting, paths, basketball courts restoration, and additional landscaping.

Friendship Corner Park: This is part of the Flamingo Park/Property Management Yard Project, and will be revalidated during the planning process for the park. Any renovations that are made to Friendship Corner will be ADA compliant. However, it is likely that this facility is in too poor condition to renovate and will be demolished.

Island View Park (18th Street and Purdy Avenue): New park facilities have been constructed through funding from the Park Bond, including new playground equipment,

new entry gate, and new site furnishings. Construction is 100 percent complete and this facility has been constructed to meet all ADA requirements.

La Gorce Park (Intersection of North Bay and Alton roads): New park facilities have been constructed through funding from the Park Bond, including new playground equipment, new entry gate, new site furnishings, and new paved parking spaces. Also planned for the park in the near future is an accessible route to the swing set, as per the terms of a lawsuit settlement.

Lummus Park (East side of Ocean Drive between 5th & 15th streets): The overall project was comprised of the widening of the existing five foot wide sidewalks to 10 foot wide along Ocean Drive from 5th Street to 14th Lane to enhance ADA access. Also included were curb and gutter replacement, irrigation, landscaping, and utilities adjustment, demolition of the existing and construction of a new fully accessible restroom facility at 14th Street. Construction commenced on 9/20/04. The sidewalk was built in two phases. Phase I encompassed 5th to 10th streets and was completed in early 2005. Phase II, from 11th Street to 14th Lane, was completed in Fall 2005. The entire project was completed in early 2006.

Muss Park (440 Chase Avenue): Funding has been included in the Parks Bond and the General Obligation Bond for upgrades to this facility, including: including: new restrooms and classroom, new entry gate, and new site furnishings. Park office is fully accessible, as are the playgrounds and swings. The facility will meet ADA requirements upon completion. However, the project is awaiting a possible re-design and is likely in need of additional funding. Also planned for the park in the near future are a level landing area at the entrance gate, as per the terms of a lawsuit settlement.

Normandy Isle Park and Pool (1765 71st Street): Funding has been included in the Parks Bond and the General Obligation Bond for access upgrades to this facility to provide complete ADA compliance, including ADA-compliant sidewalk and curb ramp work. Renovations to the park include a new pool facility, locker rooms, new first floor recreation center, shade pavilions, new gated entries, accessible path of travel to all park elements, accessible furnishings, and new tot lot. Construction on pool project is expected to conclude in early 2007. Construction for the park portion including perimeter fence, parking lots, basketball courts, recreation grounds, and repairs to the existing pavilion building, was completed Summer 2006.

North Shore Open Space Park and Nature Center (East side of Collins Avenue from 79th-87th streets): The construction of a 15-foot wide paved pathway, entry walls, furniture, and fixtures have been completed, as well as gated park entries, signage, three new restroom structures and shade pavilions, one of which can be converted into a concessions' stand. A tot lot with equipment for ages 2 to 5 and 6 to 12 has also been completed. Plans for construction of a new interpretive nature center, plaza, and renovation of the south parking lot are currently on hold. Project is in Phase III of five phases. Phase III was completed in Summer 2006.

Palm Island Park (159 Palm Avenue): New ADA compliant park facilities have been constructed through funding from the Park Bond, including new playground equipment and accessible surfacing, new entry gate, new site furnishings, and pedestrian paving. Also planned for the park in the near future are an accessible route to an accessible swing set, and smooth transition onto playground surface, as per the terms of a lawsuit settlement.

Parks Division Office (2100 Meridian Avenue): A new ADA compliant administrative office building will be built, and will include: ramped main entrance, accessible parking, accessible reception counter, conference room, and water fountains. Funding will come from the Parks Bond, as well as G.O. Bond Neighborhood and Parks. Documents are permitted. Currently, negotiations are ongoing with a JOC contractor to obtain a construction proposal. The project should begin construction in early 2007 with completion projected for early 2008.

Pine Tree Park (45th Street & Pine Tree Drive): This passive park has been renovated under the Park Bond and is fully accessible with ADA-compliant pathways.

Stillwater Park Office (8440 Hawthorne Avenue): New park facilities have been constructed through funding from the Park Bond, including: new recreation building, modified restrooms, new playground equipment, entry gate, and site furnishings. Also planned for the park in the near future are an accessible parking space and picnic table, as per the terms of a lawsuit settlement.

Southpointe Park and Pier (1 Washington Avenue): The South Pointe Park pier has been determined to have structural deterioration that has been reviewed by a structural engineer and portions of the pier have been barricaded off in specific areas to assure for the safety of the public. Work has begun to develop the required construction cost estimates to be funded through the Redevelopment Agency, and to develop the required construction documents necessary to bid the project and to pull the required building permits for the scope of work. An architecture/engineering firm has completed a structural inspection of the pier and provided a technical report. Proposed park improvements include: redesigned park entrance, new pavilion and maintenance buildings, new restrooms, pedestrian walks, site lighting, playground, signage, landscaping, and irrigation. The Final Basis of Design Report, prepared by the consultant, was approved on 7/27/05 by City Commission. Construction documents were submitted for permitting on 5/26/06. This project is currently in the permitting phase. Initial phases of construction are expected to start Fall 2006. As per the terms of a lawsuit settlement, new restrooms will be accessible.

Tatum Park (8050 Byron Avenue): New park facilities have been constructed through funding from the Park Bond, including: new recreation building, entry gate, and site furnishings. This facility has been constructed to meet all ADA requirements.

Washington Park (201 2nd Street): Funding has been included in the Parks Bond for

upgrades to this facility, including: renovation/restoration of the recreation building, accessible routes, new entry features, new site furnishings, and parking spaces. The facility will meet ADA requirements upon completion. A Master Plan is being developed. Upon City Commission approval of Basis of Design Report, the City will proceed in procuring a consultant for the design and construction administration. Construction dates are as of yet undetermined.

MISCELLANEOUS PROJECTS/PROGRAMS

Beachwalk Trail: The Beachwalk reached final completion 2005. The Beachwalk path is a paved, 15-foot wide trail along the western edge of the dunes that extends from 14th Lane at the north end of Lummus Park, to the southern end of the existing Boardwalk at 21st Street.

North Beach Recreational Corridor: The NBRC will begin at 64th Street near Allison Park and continue through to 79th Street, running along the western edge of the dunes. Construction is estimated to begin after January 2007.

Collins Canal Greenway: The Collins Canal Greenway will follow along the northern shore of the Collins Canal, adjacent to Dade Blvd, from the Venetian Causeway to the Cultural Arts Campus at Collins Avenue and 22nd Street, eventually connecting to the Beachwalk Trail.

Indian Creek Greenway: The ICG, if it is ultimately funded, will extend along the eastern shore of the Indian Creek Waterway from Collins Avenue at 24th Street, north to 63rd Street. If carried out, all access points to and from the greenway will be designed in compliance of ADA requirements.

City-Wide Curb Ramp Project: The City-wide Curb Ramp Plan addresses City streets and divides the City into 12 phases. When citizen complaints are received about particular intersections, they are investigated and non-compliant curb ramps are re-constructed or non-existing curb ramps are constructed. Areas of the City that are scheduled to be included in impending streetscape projects typically are deffered as these intersections will be torn up and re-constructed during the course of the streetscape projects. Projected completion date for this project is expected in 2009. Once the project is completed the City will continue indefinitely with on-going repair and maintenance, and will continue to respond to requests for curb ramp installation. For detailed maps, photos, and documentation of the Curb Ramp Project, contact the Public Works Department.

Parking Improvement Projects:

■ 46th Street Surface Lot: This project involved the upgrade of the 46th Street surface lot to provide improvements relative to codes, maintenance, and drainage. The inner part of the concrete islands, meters, and all internal sidewalks were replaced. Accessible parking spaces were provided with accessible paths and ramps. Lot was completely

re-striped.

- Cultural Campus Parking: This facility is 64-space, fully-ADA compliant surface parking lot.
- Surface Parking Lot Renovations: Surface Parking Lot Renovations: As per the scope of this project, 18 City surface lots are being fully modernized and made totally ADA-compliant. The lots are in various phases of completion, with some already finished, some to be completed, and others yet to have construction commencement dates scheduled. The following list describes status on the projects. The lots that have been completed are fully ADA compliant.
 - 1663 West Ave Lot Completed.
 - 401 Alton Road Lot Completed.
 - Byron Parking Lot Completed.
 - Byron Carlyle Theater Lot Completed.
 - 72nd Street Lot Completed.
 - 17th ST & Lennox Ave Lot Completed.
 - Lincoln Lane & Meridian Project on hold.
 - Alton Rd & 42nd St Lots Permitting in process.
 - Chase Ave and 40th St. Permitting in process.
 - Shane Water Sports Center Construction started.
 - 137 Washington Ave. Completed.

All other lots in the group are in planning or design phases.

Voting Facilities -- Various locations: Poll workers are provided with written materials from the Elections Department instructing them how to accommodate voters with special needs. Polling places are under the jurisdiction of the Miami-Dade County Elections Department (MDCED), which selects disability-accessible locations. In September 2006, at the request of MDCED, the City installed additional curb ramps at two polling places in order to provide improved access from nearby accessible on-street parking to the polling place entrances.

FUNDING (GRANTS/AWARDS/BUDGET ALLOCATION)

All major projects include appropriate funding necessary to meet and comply with ADA requirements. In addition, other monies are being currently used or have been suggested for future budget years to aid in implementing any other necessary requirements. Current and proposed budgeted monies are as follows:

- ADA City-Wide Renovations/G.O. Bond: \$1,000,000; Capital Projects Fund 351: \$470,000.
- ADA Beach Access Project /G. O. Bond: \$225,000.

- FY 06-07 Public Works Capital Budget: \$52,000 (Comprised of funds from Half Cent Transit Surtax/County; City Center RDA Capital Fund; South Pointe Capital Fund; and Parking Operations Fund.)
- 2005/2006 Parking Fines Grant: Interlocal agreement between Dade County and Miami Beach. Resolution authorizing the application for funds in the for ADA compliance. Projected amount for this grant year is \$77,926.02. City of Miami Beach to provide matching funds for grant funded projects that require dollar-for-dollar matching funds, as per the Miami-Dade County/City of Miami Beach interlocal agreement (projects mandated by federal, state or local law must be matched dollar-for-dollar.)
- For a detailed breakdown of funding for individual City-Wide Improvement Projects, contact the City's Capital Improvement Projects Office for a copy of the current Capital Improvement Program Status Report or go on-line at: www.cmbprojects.com.

ASSESSMENT UPDATE

The City of Miami Beach will continue in its efforts to meet ADA and Florida Accessibility Code (FAC) requirements. The Assistant City Manager will insure that all departments and/or divisions responsible for ADA compliance continue their progress in making the necessary modifications to their procedures and/or physical structures. The ADA Office is an office within the Public Works Department. Duties and responsibilities of the ADA Office include:

- Compiling all necessary information and documentation regarding the ADA.
- Continuing review of all ADA requirements to insure uniformity, continuity, and coordination between departments and divisions involved.
- Continuing to monitor all policies, procedures, and practices that govern the availability and administration of the City's programs, activities, and services.
- Continuing to monitor access of all City facilities, buildings, programs, and services.
- Monitoring City rights of way, sidewalk access, and approaches to City buildings for compliance with ADA.
- Overseeing City-wide curb ramp project designed to provide program access to City rights of way and sidewalks.
- Serving as administrative liaison to the Disability Access Committee.

 Continuing grant administration and pursuing an active role in research of other grant opportunities.

Duties and responsibilities of other City departments that carry out ADA-related compliance include:

Parking Department: Monitors and improves, where necessary, access to public parking for persons with disabilities. Responds to requests and complaints regarding accessible parking issues.

Parks and Recreation Department: Reviews and implements plans designed to make parks, playgrounds and recreational facilities -- as well as departmental programming -- more accessible for persons with disabilities.

Building Department: Ensures that all plans for new construction or modifications to existing structures are in accordance with FAC requirements, which meet and in some cases exceed, ADAAG requirements.

CITY OF MIAMI BEACH AMERICANS WITH DISABILITIES ACT (ADA) SELF EVALUATION

- I. Name, description and location of City programs, services, and activities and City personnel responsible for ADA Self-Evaluation process.
 - a. Provide the name, a brief description, and the location of all City Programs services and activities evaluated.
 - Disability Access Committee
 Reports, minutes, recommendations, and motions apprising the City's response to complaints and removal of physical barriers.
 - Building Department
 Reports, surveys, memos, etc., documenting establishment of procedures,
 allocation of personnel, and implementation of directives to insure
 compliance with ADA regulations, the FAC and City policy regarding said
 compliance.
 - 3. Human Resources Department Reports, directives, memos, policy changes, and recommendations initiated to improve ADA compliance in regards to testing procedures, job analysis, job content, employee relations, advertisements, recruitment efforts, training needs, etc.
 - 4. Property Management Division

Assessment of access needs and implementation of access modifications and features to City facilities.

II. Identify City Personnel and the Department responsible for conducting the ADA Self Evaluation.

Robert C. Middaugh, Assistant City Manager
Fred H. Beckmann, Public Works Director
Michael Alvarez, Public Works Assistant Director
Robert Halfhill, Property Management Director/ADA Coordinator
Cindy Casanova, Parks & Recreation ADA Coordinator
Richard McConachie, Building Department Director

- III. Advertisement and Public Notice advancing and/or promoting the participation of individuals with Disabilities in City programs, services, employment, etc.
 - a. Describe how the City notifies the public about its non-discrimination policies and what special procedures are used for individuals with disabilities.

Vehicles and media that are used or will be used to inform the public of the City's Non-Discrimination Policies and opportunities are:

- Newspaper advertisements of all employment opportunities continue to include a statement that the city is an "Equal Opportunity Employer" and displays the access statement and the logo to attract the community of persons with disabilities.
- The Disability Access Committee plays an important role in providing input on information, advertising, and promoting of the City's policies towards the general public, interested parties, or organizations.
- The City will continue to use the news media and special print media to advertise the City's policy regarding non-discrimination and ADA compliance. Currently the City's ADA Grievance Procedure is published three times per year in a newspaper of general circulation, as well as being posted on the City's Internet website and in all City facilities.
- Posters stating the City's non-discrimination policy and relevant ADA information were distributed to all departments for immediate posting, reproduction, and distribution to supervisory personnel.
- The City includes a universal access statement on all printed brochures, pamphlets, notices, and all other materials disseminated by the City to the public. This includes, but is not limited to, booklets, flyers, announcements, and event schedules intended for distribution to the general public. The

purpose of the access_statement is to provide persons with disabilities a mechanism for requesting information about disability access, as well as for requesting the written materials in alternative format, such as large print or audiotape. The universal access statement reads as follows: *To request this material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceeding, please contact 305-604-2489 (voice), 305-673-7524 (fax) or 305-673-7218 (TTY) five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service).*

- The City's Internet website provides a link to the ADA Office webpage. The ADA Office webpage, in turn, provides a link to the City's ADA Grievance Procedure as well as other disability access information.
- b. Describe the existing policy and how it has been communicated to all appropriate staff.
 - The City of Miami Beach has announced its intentions through the City's Employee Newsletter, City Manager Memoranda, and Policy Manual the City's Policy to achieve compliance with ADA requirements. These advisories will continue in the future to reiterate the City's quest for access for all.
 - A statement regarding the City's non-discrimination policies is included in the City's Personnel Rules and Regulations Manual and in grievance procedure documentation.
 - The City's Internet website provides a link to the ADA Office webpage. The ADA Office webpage, in turn, provides a link to the City's ADA Grievance Procedure as well as other disability access information.
- c. Describe the establishment of City Policy regarding ADA compliance.
 - A listing of the City's general and specific non-discrimination policies, as well as accessible programs and facilities, was compiled and issued to all City Departments, and remains in force.
- d. List City documents and media that include policy statements about nondiscrimination:
 - City Commission Resolutions and Ordinances
 - Personnel Policy Manual

- Administration Policy Manual
- City Manager's Memorandum to department heads
- Public Announcements and legal notices
- Employee Newsletter
- Informational and advertising material
- Parks and Recreation Newsletter
- ADA Office webpage on the City's website
- e. List the appropriate body in the City to establish administrative policy.
 - Administrative policies are established through the City Manager's Office.
- f. Give the date that the policy was established and distributed to City Personnel:
 - The City's ADA Grievance Procedure was promulgated in 1998.
- g. List policies and practices that limit the participation of individuals with disabilities.
 - Currently there are no policies or practices which limit the participation of individuals with disabilities in any City program or service. In the case of employment, all classifications and positions are based on job content and tasks of each particular job are required of all applicants and employees regardless of race, color, creed, age, sex, national origin, sexual orientation, or physical handicap.
- h. List all sources of policies (including state statutes, county and City ordinances, administrative policies, City Commission directives, manuals, etc.) that govern the administration of the City's programs, services, and activities.
 - City Charter
 - City Commission Ordinances
 - City Commission Resolutions
 - Administrative Policy
 - Departmental Mission Statements
 - Departmental Function Descriptions
 - Departmental Statements Of Policy
 - Personnel Policy Manual
- i. List City program eligibility and admission criteria or licensing standards and

procedures that establish standards for City programs, services, and activities, such as:

- Physical or mental fitness or performance requirements
- Safety Standards
- Testing Requirements
- Educational Requirements
- Living Within City Limits Requirements
- Employment Within City Limits Requirements
- Insurability Requirements
- Credit or Background Requirements
- Currently we are not aware of any City programs, Committee, Board, admission criteria nor licensing standards and procedures which may limit the participation of persons with disabilities in any of the City's programs, services, and activities.
- j. Describe how these policies and practices were examined to determine if they had the purpose or effect of excluding or limiting the participation of individuals with disabilities in City Programs, services, and activities.
 - All City departments have updated their ADA self evaluations and scrutinized their policies, practices, programs, services, and activities, and submitted a report for record purposes and public disclosure.
- k. List the policies and practices that have the direct or indirect effect of excluding or limiting the participation of individuals with disabilities in City programs, services, and activities.
 - The City is not aware of any City policies and practices which may limit the participation of persons with disabilities in any City programs, services, and activities, nor does the City plan to implement any such policy or practices.
- I. List any such policy and practices that will be altered or eliminated.
 - The City is not aware of any City policies and practices that need to be altered or eliminated. However, if it becomes necessary to do so, we will effect any required changes as soon as possible and those changes will be reflected in the listing of the City's general and specific non-discrimination policies and practices regarding persons with disabilities.
- m. Describe how these changes were communicated to City staff and the public.
 - Communication regarding any changes is not currently necessary. However, if the need arose, City staff would be notified, as well as the general public.

- n. List any such policies and practices that will be retained by the City.
 - Not Applicable.
- o. Describe how the City determined that such policy was justified.
 - Not Applicable.

III. INFORMATION AND TRAINING FOR STAFF

- A. List which staff members need to be aware of the City's obligations under the ADA and City policies designed to enable persons with disabilities to participate in City programs, services, and activities.
 - The City's ADA Coordinators, all Department Directors, their supervisory staff, and City employees in general.
- B. List steps to be taken to ensure that City staff fully understands City policy of nondiscrimination on the basis of disability and steps they can take to facilitate the participation of individuals with disabilities in City programs, services, and activities.
 - All Department Directors have been notified via meetings and informational memoranda of their need to comply with ADA requirements.
 - Informational seminars have been conducted by the Office of Budget and Performance Improvement, Division of Organizational Development Training Staff on employment issues under ADA.
- C. List City bodies responsible for taking the steps indicated above.
 - Departments City-wide, including the Public Works Department, ADA Office, Human Resources Department, Office of Budget and Performance Improvement/ Division of Organizational Development, Building Department, and Property Management.

IV. COMPLAINTS

- A. Identify the City body responsible for receiving and processing complaints.
 - The ADA Office
 - Human Resources Department
- B. Describe the process by which complaints are processed.

- Complaints are processed as per the City's ADA Grievance Procedure Policy.
- C. Describe the ways in which the department notifies staff and program participants about the complaint process.
 - All department directors were notified via meetings and memoranda of their need to comply with ADA requirements.
 - The non-discrimination poster notes the availability of an ADA Grievance Procedure upon request.
 - Periodic publication in a newspaper of general circulation and the employee newsletters, and publication in the Employee Policy Manual, which is provided to new employees as part of the employee orientation process.
 - The City's Internet website provides a link to the ADA Office webpage. The ADA Office webpage, in turn, provides a link to the City's ADA Grievance Procedure as well as other disability access information. The ADA Grievance Procedure has also been posted in all City facilities.
- D. Indicate the appropriate policy source to include information about complaints.
 - City Commission Resolutions
 - Human Resources' Policies and Procedures
 - Employee Handbook
 - Administrative Orders and Directives
 - ADA Grievance Procedure Policy/Documentation
 - Personnel Rules and Regulations Manual
 - City Commission Resolutions and Ordinances
- E. Give a date the Policy was established and distributed to staff and give a citation of the Policy.
 - The City's ADA Grievance Procedure was promulgated in 1998. The procedure states the City's policy of Equal Employment Opportunity and equal access for persons with disabilities.

V. USE OF CONTRACTORS

- a. Describe the process used by the City to contract for services, activities, purchases, and programs on behalf of the City.
 - The processes used by the City for the acquisition of goods, professional services, and construction projects varies dependent upon:

Estimated cost;
Type of acquisition; and
Availability of other contracts.

- For Architectural and Engineering Services, the City follows the Consultants' Competitive Negotiation Act (CCNA), as per Florida Statute 287.055.
- Goods and Services up to \$25,000 are obtained via informal request for quote process or purchasing cards. Goods, materials, equipment, and services in excess of \$25,000 are acquired via formal competitive bid or proposal process, unless specifically exempted by Florida Statutes or City of Miami Beach Code.
- The City Manager, regardless of dollar amount, may authorize the purchase of goods, services or materials pursuant from contracts awarded by Federal General Services Administration, State of Florida, Miami-Dade County, The School Board of Miami-Dade County, or U.S. Communities Purchasing Alliance.
- b. Describe steps that have been taken to ensure that City procurement officials understand ADA requirements as they apply to vendors and contractors.
 - Consultants (i.e. architectural and engineering firms) and the City Attorney's Office provide the City with special conditions to incorporate into bid documents.
- c. Provide language included in City contracts to ensure that contractors are aware of their obligations to take steps to facilitate the participation of individuals in programs, services, and activities they operate on behalf of the City.
 - Nondiscrimination, Equal Employment Opportunity, and Americans with Disabilities Act:

CONTRACTOR shall not unlawfully discriminate against any person in its operations and activities or in its use or expenditure of funds in fulfilling its obligations under this Agreement. CONTRACTOR shall affirmatively comply with all applicable provisions of the Americans with Disabilities Act (ADA) in the course of providing any services funded by CITY, including Titles I and II of the ADA (regarding nondiscrimination on the basis of disability), and all applicable regulations, guidelines, and standards. In addition, CONTRACTOR shall take affirmative

steps to ensure nondiscrimination in employment against disabled persons.

CONTRACTOR's decisions regarding the delivery of services under this Agreement shall be made without regard to or consideration of race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation, or any other factor which cannot be lawfully used as a basis for service delivery.

CONTRACTOR shall not engage in or commit any discriminatory practice in performing any services pursuant to this Agreement.

AMERICANS WITH DISABILITIES ACT:

To request this material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any city-sponsored proceeding, please contact 305-604-2489 (voice), 305-673-7524 (fax) or 305-673-7218 (TTY) five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service).

- d. Indicate the appropriate policy sources to include information about ADA requirements as they apply to contractor and vendors.
 - City Commission Resolutions
 - Administrative Regulations and Department Head directives
 - Departmental Mission statements and Department function descriptions
 - Purchasing Division Rules and Regulations
 - Documentation included in quotes and bidding process
 - Documentation provided to franchisees, operators, and consultant contractors.
- e. Give a date that the Policy was established and distributed to staff and give a citation for the Policy.
 - See Miami Beach City Code, Part II, Chapter 2, Article VI.

VI. ACCESSIBILITY OF NEW AND NEWLY ACQUIRED FACILITIES

a. List the steps taken to ensure that future construction and renovation work will be carried out in accordance with the American Disabilities Act Accessibility Guidelines (ADAAG).

- The City's Property Management Division, Public Works Department, and Capital Improvement Projects Department will ensure that all future construction and renovation work will be carried out in accordance with ADAAG. All contractors and consultants hired by the City are required to comply with ADAAG and all other pertinent codes and guidelines.
- b. Describe the steps taken to ensure that all newly acquired space in existing facilities is accessible.
 - The City's Property Management Division, along with the Building Department, ensures that such projects comply with all applicable federal, state, and local laws and regulations, including the ADA.
- c. Identify the City bodies responsible for taking these steps.
 - CIP Department
 - Building Department
 - Property Management Division of Public Works Department
- d. Indicate the appropriate policy source to include information about new and newly acquired buildings.
 - City Commission Resolutions
 - Administrative Directives and Department Head Memoranda
 - Department Mission Statements and Function Descriptions
 - Purchasing Division Rules and Procedures
 - Lease Agreements with Private Entities
 - Documentation included with Franchise Operator Documents and Consultant Contracts
- e. Give the date the Policy was established and distributed to staff and contractors and give a citation for the policy.

There are two applicable policies:

- Architect/Engineer Contract
- Standard language included on drawings and plans

VII. TRANSPORTATION DECISIONS

- A. Describe any transportation programs or services in which the City is involved.
 - The City provides transportation services through its programs, services, and activities at the Youth Centers, PAL, and the Parks and Recreation Department.

- B. Describe the steps that have been taken to ensure that City programs, services, and activities are accessible to individual with disabilities.
 - The Police Department has an interlocal agreement with the Miami-Dade Transit Authority to access the Special Transportation Services (STS) for transporting persons with disabilities. STS is a private contract service under the direction of MDTA. STS may be used to transport a person who is under arrest, who is a witness or a victim, or is otherwise needed in an investigation by the department.
 - The City has an accessible bus equipped with a ramp for the Parks and Recreation Programs.
- C. Indicate the City bodies responsible for Transportation Policy.
 - The City Manager's Office
 - Property Management Division
 - City's Transportation Coordinator
- D. Identify the appropriate policy sources to include information on transportation.

The ADA transportation provisions are generally not applicable to the City. However, if it became necessary to include information, the appropriate sources would be:

- City Commission Resolutions
- Administrative Policy
- Department Mission Statements
- Transportation Coordinator Informational Memoranda
- MBPD SOP#013.V.B : Special Transportation Services (STS)
- E. Give the date the Policy was established and distributed to staff and give a citation for the policy.
 - Not applicable or unknown.

VIII. DECISIONS ABOUT UNDUE FINANCIAL AND ADMINISTRATION BURDENS TO CORRECT OR MODIFY EXISTING STRUCTURES IN ACCORDANCE WITH ADA REGULATIONS.

- A. Identify the individual or body responsible for making the final decision about approval of expenditures, as well as about undue financial and administrative burdens on the City.
 - The City Manager's Office
 - City Commission
 - Florida Building Council's Accessibility Board

B. Describe the City's procedure for ensuring that such decisions are made properly and expeditiously.

The City takes the following steps:

- Identification of the issue
- Analysis of the issue
- Review of pertinent statutes and codes
- Input from the Building Department
- If needed, input from an independent consultant
- Identification of funding
- Reguest to Commission for the appropriation of funds
- C. Indicate the appropriate policy source to include information about undue financial and administrative burdens.
 - City Commission Resolutions
 - Administrative Policy and Directives
 - Information and Guidance Memoranda
- D. Give the date the policy was established and distributed to staff and give a citation for the policy.
 - The City complies with all pertinent Florida Accessibility Code and ADA requirements.

IX TELEPHONE COMMUNICATIONS

- A. Describe the means the City has for communicating effectively over the telephone with hearing impaired persons.
 - Florida Relay Service
- B. List the location and telephone number of telecommunication devices for the deaf (TTYs) that the City has installed to facilitate communication with hearing impaired persons.

■ The Answer Center 305-673-7218; 305-673-7214

City Manager's Office
 Mayor and Commission Office
 Parks and Recreation Department
 305-673-7211
 305-673-7220

C. Indicate for which department TTY numbers have been listed in commercial telephone and/or TTY directories.

- The Answer Center
- City Manager's Office
- Mayor and Commission Office
- Parks and Recreation Department
- D. Describe the arrangements the City has made with any telephone relay services to facilitate communications with hearing impaired persons.
 - Florida Relay Service (No arrangements necessary.)
- E. If the City uses "800" incoming WATTS telephone service in its program, indicate what steps have been taken to ensure that this service is usable by persons with hearing impairments.
 - Not Applicable.
- F. Describe the steps that have been taken to ensure that the City's documents published in any state or local register list a TTY number.
 - The Public Information Office ensures that all relevant publications list TTY numbers.
 - City Web Site <u>www.miamibeachfl.gov</u>, has been designed and geared towards providing information to the community of persons with disabilities.
- G. What steps have been taken to familiarize appropriate staff with the operation of TTY and other effective means of communicating over the telephone with hearing impaired persons?
 - Training is provided on an on-going basis.
- H. What City body is responsible for ensuring that telephone communication is accessible?
 - Information Technology Department.
- I. Indicate what policy source includes information on telephone communication accessibility.
 - The City complies with the program access requirements of the ADA.
- J. Give the date the policy was established and distributed to staff and give a citation of the policy.
 - When the TTY equipment was acquired by the City, staff was trained to operate the equipment as per program access requirements of the ADA.

X. DOCUMENTS AND PUBLICATIONS

- A. Describe the City Policy that determines which documents are made available in alternate formats (audio tape, large print, Braille, computer disk, etc.) and which are not.
 - The City's universal access statement provides a mechanism for making requests for documents in alternate format. If anyone with a disability makes such a request, they are instructed to contact the appropriate City department at least four days in advance of when the information is needed, when possible. That department will work with the requester to appropriately accommodate the requester's disability.
- B. Describe department policy affecting portrayal of individuals with disabilities in publications.
 - The City portrays individuals with disabilities with dignity and respect.
- C. What procedures have been established to ensure that documents can be put in alternate formats?
 - Procedures have been established through the ADA Office and the Public Information Office to have information put in alternate formats when necessary. All City publications disseminated to the general public contain an access statement indicating how to request the publication in alternate formats. Front-line customer service staff has been trained in how to either create or get assisting in creating documents in alternate format. There are also resources and information contained in the ADA Office Toolbox on the Fish Tank, the City's employee intranet website.
- D. What City body is responsible for making documents and publications available in alternate formats?
 - ADA Office
 - Human Resources
 - Public Information Office
- E. Indicate what policy source includes information on making department documents and publications available in alternate formats.
 - All City publications disseminated to the general public contain an access statement indicating how to request the publication in alternate formats.
- F. Give the date the policy was established and distributed to staff and give a citation

for the policy.

The policy was promulgated in 1998.

XI. INTERPRETERS

- A. List all activities where a sign language and/or oral interpreter might be needed to ensure that persons with hearing impairments can fully participate.
 - City Commission Meetings
 - Special Masters Hearings
 - Historic Preservation Board Meetings
 - Planning Board Meetings
 - Public Hearings
 - Job Application Process
 - Job Interviews
- B. Describe the process by which the City secures the services of interpreters.
 - The City has an on-going relationship with a sign language interpreter service vendor to provide services as needed.
- C. Indicate how the City ensures that interpreters are provided at meetings, interviews, conferences, public appearances by department officials, hearings, etc., in an expeditious manner.
 - Upon notice of the need for an interpreter, the vendor is contacted and a date and time are set as soon as reasonably possible.
 - It should also be noted that the City provides real-time captioning services for captioning of all televised City Commission meetings.
- D. Describe how the City ensures that its use of interpreters results in effective communication.
 - Interpreters and translators are certified by the National Registry of Certified Interpreters and translators, and are trained in American Sign Language (ASL)
 - Interpreters and translators are provided sensitivity/awareness training through the Miami-Dade County Office of ADA Co-ordination.
 - Trilingual interpreter services are available.
- E. What City body is responsible for making interpreters available in department programs and activities?
 - The ADA Office

- F. Indicate what policy source includes information on providing interpreters.
 - Titles I and II of the ADA.
- G. Give the date that the policy was established and distributed to staff and give a citation for the policy.
 - Effective date of Titles I and II of the ADA.

XII. READERS AND AMANUENSES

- A. List all department programs and activities for which readers for persons with vision impairments, and amanuenses for persons with manual impairments might be needed to ensure that such individuals can participate fully in the program or activity.
 - City Commission Meetings
 - Special Masters Hearings
 - Historic Preservation Board Meetings
 - Disability Access Committee Meetings
 - Planning Board Meetings
 - Public Hearings
 - Job Application Process
 - Job Interviews
- B. Describe the process by which the departments secure the services of readers and amanuenses.
 - This is done on an as-needed basis. Departments contact the ADA Office and arrangements are made for the service.
- C. Indicate how the City ensures that readers and amanuenses will be provided in hearings, conferences, meetings and in other contexts in an expeditious manner.
 - City staff has been informed that making arrangements for readers and amanuenses is to be done upon becoming aware of the need for services through the ADA Office. The ADA Office then promptly contacts persons who can provide the services, and schedules the service to take place as soon as reasonably possible.
- D. What City body is responsible for ensuring that the readers and amanuenses are provided in the City's programs, services and activities?

- ADA Office
- Human Resources Department
- E. Indicate what policy source includes information on providing readers and amanuenses in the City's programs, services, and activities.
 - Titles I and II of the ADA
 - The City's ADA Policy
- F. Give the date that the policy was established and distributed to staff and give a citation for the policy.
 - Effective date of Titles I and II of the ADA
 - The City's ADA Policy was drafted in response to the effective date of the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.

XIII. ASSISTIVE LISTENING DEVICES

A. Describe the methods the City has for insuring that individuals with hearing impairments who do not read sign language can participate effectively in meetings, conferences, and hearings.

Listening devices are available at the following locations:

- The Convention Center
- The Commission Chambers: In addition to an assistive listening system, realtime captioning for Commission meetings is displayed on a TV screen inside the chambers.
- Colony Theater
- Tenth Street Auditorium
- Filmore at the Jackie Gleason Theater of the Performing Arts (TOPA)
- Meetings of the DAC: portable assistive listening system available.
- Byron Carlyle Theatre
- G. Give the date that the policy was established and distributed to staff and give a citation for the policy.
 - Effective date of Titles I and II of the ADA
 - The City's ADA Policy was drafted in response to the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.

XIII. AUDIOVISUAL PRESENTATIONS

- A. Describe the ways that audiovisual presentations (film, video tape, or television) are used by the City in its programs, services, and activities.
 - City Commission meetings are televised and shown on local cable access channel.
 - Presentations in Powerpoint format on City projects and programs are sometimes presented to the public.
- B. Indicate whether these presentations are captioned and, if they are not, indicate what steps have been taken to ensure that hearing impaired persons can benefit from these presentations.
 - Real-time captioning in both English and Spanish is provided for all City Commission meetings. Assistive listening device headsets are available for use in the Commission chambers by attendees.
 - Powerpoint presentations have words that appear on the screen, along with written handouts. A portable assistive listening device can also be provided.
 - Information provided at all audiovisual presentations can be provided in alternative formats upon request.
- C. Describe City policy for making audiovisual presentations accessible to individuals with disabilities.
 - The City provides access to audiovisual presentations to individuals with disabilities pursuant to the program access requirements of Title II of the ADA.
 - The City provides access to audiovisual presentations to applicants and employees with disabilities pursuant to the requirements of Title I of the ADA.
- D. Describe City policy affecting the portrayal of individuals with disabilities in audiovisual presentations.
 - The City is committed to portraying individuals with disabilities with dignity and respect.
- E. Indicate the policy source that includes information about making audiovisual presentations used by the City accessible to individuals with disabilities.
 - Titles I and II of the ADA.
 - The City's ADA Policy was drafted in response to the effective date of the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.
- F. What City body is responsible for ensuring that audiovisual presentations are

accessible to individuals with disabilities?

- City Clerk audiovisual support staff
- ADA Office
- Department of Human Resources
- G. Give the date that the policy was established and distributed to staff and give a citation for the policy.
 - Effective date of Titles I and II of the ADA
 - The City's ADA Policy was drafted in response to the ADA and distributed to City staff. The Policy is provided to all new City staff upon commencement of their employment.

AUTOMATED ELECTRONIC EQUIPMENT

- A. Describe the ways that the City uses automated electronic equipment, including automated telephone equipment, in its programs, services, and activities.
 - The Information Technology Department (IT) uses many automated electronic systems and equipment to support the City to provide services to the citizens. Services provided include giving information concerning water bills paid, parking tickets, building permits, employment opportunities, and recreational programs. The phone system that services the communication needs of City Hall, the Police Department, Parking Department, Parks and Recreation Department, the Bass Museum, Fleet Management, and the Sanitation Department is provided by several Siemens PBX systems. The City also uses Meridian, and Centrex lines systems serviced by Bell South Systems in many of the other city buildings. In addition the City uses automated data networks and office automation such as faxes, copiers, etc.
 - The City also uses automated electronic equipment to take and respond to 911 emergency phone calls.
- B. Describe the steps that have been taken to determine if the automated electronic equipment is accessible to and usable by individuals with disabilities.
 - At present the City's computers and phone systems can be used by individuals with disabilities who have the ability to use a keypad. There are new software programs available to send commands to a computer via speech.
 - The City uses a Power 911 GUI computer system to integrate TDD/TTY functionality to allow 911 operators to communicate with callers with hearing and speech impairments. PSCU-PSAP (Call Takers and Supervisors) positions are

equipped with Positron's Power 911 software that contains an automated answering system verbiage for TTY users. Refresher training for all operators will operators is provided on a periodic basis.

- The City has Installed devices at ADA recommended levels in order to be accessible by individuals with disabilities, and also uses hearing impaired handsets on most City facilities.
- The City has ADA equipment accessible at Key Departments to handle incoming and outgoing TTY calls.
- C. What City body is responsible for ensuring that automated electronic equipment is accessible to and usable by individuals with disabilities?
 - The City's Department of Information Technology
 - Purchases of equipment for the 911 system are coordinated by IT, and Bell South is the City's point of contact for all repair issues.
- D. Indicate the policy source that includes information about the accessibility of automated electronic equipment to individuals with disabilities.
 - A listing of the City's general and specific non-discrimination policies, as well as accessible programs and facilities, was compiled and issued to all City Departments and is currently in force.
 - Currently, all 911 employees have been issued a manual from Positron titled "Positron Power 911, version 4.10.3 User Manual, 924-913629-001, Rev.1". These books were issued when the system was upgraded, and have a publication date of 3/31/00. The manual and training material are also available for reference by 911 employees.
- E. Give the date the policy was established and distributed to staff and give a citation of the policy.
 - See D above.

XIV. EMERGENCY EVACUATION

- A. Describe how the City notifies employees and members of the public of an emergency.
 - Employees are notified through their supervisors/directors, E-mail, voice mail, and emergency telephone hotline. Depending on the magnitude and type of the

emergency, the public is notified through local broadcast and print media, E-mail, fax, MBTV/Cable Channel 77, the City's website, employers, direct mail, newsletters, and telephone calls through a Reverse 911 notification system that also includes registered cell phone numbers. Bull horn announcements and sirens through the streets will be used, if necessary.

- B. List all equipment that is employed to notify individuals with disabilities of an emergency.
 - See A above.
- C. What City body is responsible for establishing and implementing emergency evacuation procedures?
 - Miami-Dade County Office of Emergency Management, which has an Emergency Evacuation Program for Persons with Special Needs. Persons with disabilities can register free of charge for this program. In the event of an emergency requiring evacuation, persons registered with the program are provided with transportation assistance and with accessible shelters in which to stay. The City's ADA Office places advertisements in newspapers of general circulation at the start of hurricane season each year encouraging City residents with disabilities to register for the program. Additionally, there is a link to this County Program's website on the ADA Office webpage.
- D. Indicate what policy source includes information on emergency evacuation procedures.
 - The City's Emergency Preparedness Plan
 - Individualized Emergency Preparedness Plans for City departments
- E. Give the date that the policy was established and distributed to staff and give a citation of the policy.
 - Policy was promulgated and disseminated in 1997 and is updated annually.

XV. PARTICIPATION OF INDIVIDUALS WITH DISABILITIES AND OTHER INTERESTED PERSONS IN THE SELF EVALUATION PROCESS

A. Describe the ways that individuals with disabilities and other interested persons are involved with the Self Evaluation process.

Individuals with disabilities and other interested persons are encouraged to get involved in the City's Self Evaluation process through the following means:

Attending City Commission meetings.

- Attending Disability Access Committee meetings.
- Contacting the City via the Answer Center, which can be done by phone, TTY, e-mail, or in person.
- Requesting a copy of the City's ADA Transition Plan and Annual Transition Plan Updates, as well as Self-Evaluations pursuant to applicable public records laws.
- B. Indicate whether the general public or only selected groups or individuals will be involved in the Self-Evaluation process.
 - Individuals with disabilities as well as the general public are welcome to be involved in the Self-Evaluation process via participation and comment.
- C. Indicate how the City will ensure that comments from persons with a variety of disabling conditions will be solicited.
 - See A and B above.
- D. Indicate if notice of the availability for comment on the Self-Evaluation will be published in local publications.
 - See A and B above.
- E. What City body is responsible for securing comment on the Self-Evaluation for the City?
 - The City Manager's Office through the respective ADA Coordinators.
 - The City's Disability Access Committee.